

EXHIBIT A

Project Location

Sumner Cemetery - 12324 Valley Ave, Puyallup, WA 98372, Parcel #0420233058

Mitigation Site – XXX East Valley Hwy, Parcel #0520183085

Introduction

The City of Sumner is seeking a Contractor to cut down and remove two trees. The first is a ponderosa pine tree located in the upright monument section. The tree was damaged in a windstorm and needs to be removed. The upright monument section of the cemetery has older headstones. Special attention will need to be made to not damage them. The second is a cottonwood located on the City of Sumner's mitigation site located north of the warehouse at 4504 East Valley Hwy and just south of Salmon Creek.

This project will be completed according to small public works project guidelines, with solicitation from a minimum of five (5) contractors listed on the MRSC Public Works Roster. Award of this contract will go to the lowest responsible quotation.

Scope of Work

The Contractor will be required to provide all service and work to complete the project within twenty (20) working days. The quote shall consist of a cost to cut down and remove all debris from the ponderosa pine at the cemetery. The bid does not include stump removal. Any other restoration will be the responsibility of the contractor. The quote shall consist of a cost to fell and leave the cottonwood at the mitigation site as habitat. The All demolition and removal of debris shall be in accordance with all applicable City, County, State and Federal Laws.

Install any necessary sediment and erosion control measures to prevent sediment transport (silt fence, straw wattles, etc.). Wetlands should not be impacted as a result of this project.

The City of Sumner intends to commence this project within 10 calendar days after execution of contract and the issuance of a notice to proceed, with all work completed within 20 working days.

Selection Procedure

Subsequent to the deadline for acceptance of quotations, the City will evaluate the quotations and related submission materials, as outlined above, and will determine rankings based upon the lowest responsible bid. If an agreement cannot be reached with the lowest responsible bidding company, the City will contact the company with the next-lowest responsible bid and attempt to negotiate with that company. The process will be repeated until an agreement is reached.

Selection Criteria

The Contractor selected for this project will be the lowest responsible bidder as defined by RCW 43.19.1911(9).

Submittal Deadline

One copy of the quote in response to the bid request must be mailed or emailed to the attention of Derek Barry, Community Services Manager, at 1104 Maple Street, Sumner, WA 98390 or derekb@sumnerwa.gov, by **10:00 a.m., on Thursday, February 2nd, 2023**. Digital submittals shall be Adobe Acrobat PDF format. The applicant is responsible for insuring that digital submittals have been received, bounced emails or other delivery failure will not justify a late submittal.

Any quotation received after the specified date and time will automatically be rejected and will not receive any further consideration by the City. Postmarks will not be accepted as proof of submittal. Deliveries in person will be accepted by the Community Development Department, 2nd Floor, City Hall, 1104 Maple St, Sumner, WA 98390.

A site visit is scheduled for **Wednesday, January 25th, 2023 at 11:00 AM**. We will meet at the Cemetery Office at 12324 Valley Ave E, Puyallup, WA 98372, we will then head to the Mitigation Site. Site visit attendance is not mandatory.

Proposal Contact Person

All questions regarding this solicitation should be directed to Derek Barry, at 253.299.5714.

The City of Sumner in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all Contractors that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit quotation in response to this bid request and will not be discriminated against on the grounds of race, color or national origin or sex in consideration for an award.

Attachments

- Proposal
- Map